



## Speech Preparation Workbook (3rd Edition)

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Pearson, 2005. Book Condition: New. Brand New, Unread Copy in Perfect Condition. A+ Customer Service! Summary: Table of ContentsPage1 Checklist for Speech Preparation2 Learning by Objectives Worksheet3 "How Free Is Too Free?"4 Reading Log5 Guidelines for Preparing a Speech of Self-Introduction6 Self-awareness Inventory8 Outline format for a Self-Introductory Speech10 Checklist for a Self-Introductory Speech11 Practice Presentation Feedback Form12 Evaluation form for a Self-Introductory Speech14 Personal Report of Communication Apprehension Scale15 Listening Problems Checklist16 Speech Evaluation Form17 Guidelines for Evaluating an Outside Speaker18 Audience Analysis Questionnaire19 College Student Attitude Questionnaire20 Assessing Your Speech Environment21 Assessing Your Audience22 Values Survey I23 Values Survey II24 Revised Gene Scale25 Please Fill in the Blanks26 Avoiding Sexist Language27 Audience Analysis Worksheet28 Source Credibility Questionnaire29 Personal Interest Inventory30 Audience Interest Inventory31 Personal and Audience Interests Worksheet32 Topic Focusing Worksheet33 Personal Knowledge and Experience Worksheet34 Research Strategy Worksheet35 Research Overview Form (Page 1)36 Research Overview Form (Page 2)37 Guidelines for Supporting a Point38 Outline worksheet for Supporting a Point39 Checklist for Supporting a Point40 Evaluation of a One-Point Presentation41 Possible Topics for Stories42 Worksheet for Structural Analysis43 Structuring Worksheet (Page 1)44 Structuring Worksheet (Page 2)45 Checklist for Using Presentation Aids46 How Much Is?47 New Adages for Old48...



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